

BY ORDER OF THE COMMANDER



SAFB INSTRUCTION 33-101

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Communications

COMPUTER SITE ENVIRONMENTS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 33-1, **Command, Control, Communications, and Computer (C) Systems**. This instruction establishes site environment responsibilities for the Standard Base Level Supply System computer room. It applies to the System Support Element, 82d Logistics Squadron, Base Supply and the Operations Flight, 82d Civil Engineer Squadron.

SUMMARY OF REVISIONS

Building number change from 1121 to 2113 (Section C, paragraph 3.2). A ★ denotes revisions from previous edition.

Section A -- Environmental Conditions

1.1. Environmental conditions must be kept within specified limits to protect the computer and associated equipment and supplies. Permissible minimum/maximum temperature and humidity limits are 60 to 80 degrees Fahrenheit and 20 to 80 percent. The optimum site environment is 75 degrees, with 45 percent humidity.

Section B -- Responsibilities

2. 1. The Base Civil Engineer maintains the facilities which houses the computer, to include air conditioning and electrical power input to the point where the equipment plugs and into the normal commercial power receptacle. The Systems Support Element advises the Base Civil Engineer of all known and proposed expansion of computer operations in sufficient time for normal programming action.

Section C -- Procedures

3.1. The computer site supervisor or the computer maintenance technician will monitor the computer room temperature and humidity. When the temperature exceeds 80 degrees Fahrenheit or drops below 70 degrees Fahrenheit and/or the humidity rises over 70 percent or falls below 30 percent, the Base Civil Engineer Energy Management Control System (EMCS), extension 6-4502, will be notified immediately for corrective action. The individual making the call clearly states the problem, gives the site location, asks for immediate help, and writes down the call time, date, and name of individual called.

The Civil Engineer Service Call Desk, extension 6-2124, will be contacted for full or partial power failures and handled in the same way as environmental problems.

★**3.2.** Civil Engineering takes immediate action on any service call received concerning difficulties with the electrical power or air conditioning that serves the computer in Building 2113. All calls are treated as emergencies, regardless of time. The Civil Engineer mechanic on duty is dispatched and personnel designated by the Chief, Operations Flight, are notified immediately for both air conditioning and electrical problems.

3.3. The computer site air conditioning filters are to be changed monthly by the Civil Engineer Refrigeration Shop.

3.4. The Work Control Unit notifies the site supervisor and the computer maintenance technician, Extension 6-2151, at least eight (8) hours in advance of any scheduled power cutoff.

3.5. When large electrical storms are within a ten (10)-mile radius, the computer is shut down. A forecast of an electrical storm is not sufficient justification to shut down the computer; however, the site supervisor keeps close watch on the status of the weather.

3.6. The System Support Manager or the Chief of Supply contacts the Chief, Operations Flight, or in the Chief's absence, the Base Civil Engineer, to resolve other support problems.

3.7. The System Support Manager provides the Chief, Operations Flight, by separate cover, a letter listing personnel to be contacted in the event of environmental control malfunctions when the computer site is not manned (holiday, weekends, etc.).

3.8. When entrance is required to the computer site during unmanned hours, contact one of the individuals listed and make arrangements with Civil Engineer personnel for entry to the computer room.

Section D -- REFERENCE.

4.1. AFM 171-110, Volume I, paragraph 1.3.3.

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